

Appendix A - Progress towards achieving our Top Tasks (2018/19 Q2)

Priority 1: Provide high quality services at the lowest possible cost to Council Taxpayers			
Task	Status	Progress	Assigned to
Work with Publica Group Ltd to deliver savings of £1.85m per annum by 2020	On Target	<p>In September 2016, the partner Councils formally agreed to move from a Joint Committee arrangement to a company model.</p> <p>The majority of staff transferred to the Company on the 1st November 2017 delivering services on behalf of the partner Councils. The Publica Business Plan was approved by all partner Councils in early 2018, and sets out the key actions to deliver the transformation programme. A transformation team was set up in May 2018 to support the re-design of our services and how we deliver them to the public, over the next year. This work will include the development of digital solutions to provide 24/7 access for customers to many of our transactional services; improved collection and use of data to ensure that customers only need to contact us once to undertake multiple transactions; and designing services which respond directly to user needs.</p> <p>At the end of Q2, the programme remains on track to deliver the key 2018-19 objectives, including completing the foundation build of the new digital platform, Salesforce, which will underpin our services and help to deliver more customer focused services.</p>	David Neudegg
Start work on the preparation of a new Corporate Strategy for the period 2019-2023	On Target	Following approval of the 2018/19 top tasks at Cabinet in July, we will commence the background work that will underpin the new Corporate Strategy. This work will ensure that the Corporate Strategy is evidence based and informed by a comprehensive review of the state of the District. Some of the first steps will include reviewing the strategies and work of our partners, for example, in Health and Well-being, and Community Safety, as they help to deliver outcomes for our communities. This approach will ensure that we are community led /focussed, and that it is supported by the most recent socio economic data.	Andy Barge

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Task	Status	Progress	Assigned to
Support the Gloucestershire One Public Estate Cirencester project	On Target	<p>One Gloucestershire Estates Group comprises members from the Leadership Gloucestershire organisations, and seeks to share information about assets; work together where possible; and actively seek opportunities to drive better value for money through collaboration. The programme draws on opportunities from Government initiatives where possible, and has gained support from the Government's One Public Estate Initiative. It has been successful in securing funding to develop four major projects.</p> <p>The Cirencester project will look at the feasibility of establishing an innovative 'blue light' emergency fast response facility on one campus, and supporting the delivery of vital services. The first task was to consider the financial and non-financial benefits of the suitable sites. An alternative site would mean that the existing land (police station, magistrates' court and Forum car park) could be released for redevelopment. The Council and the Police and Crime Commissioner have commissioned consultants to carry out valuation work so that both parties can review the options for proposed redevelopment of the Police station and the Forum car parking site. This work is expected to be completed by January/February 2019.</p>	Christine Cushway/Jenny Poole
Priority 2: Protect and enhance the local environment whilst supporting economic growth			
Adopt the Local Plan by Summer 2018	Achieved	<p>The Local Plan (2011 to 2031) was adopted at Special Council on 3rd August 2018; this replaces the previously extant Local Plan (2006 to 2011). Following adoption, there is a statutory six week period where the Local Plan can be judicially reviewed in the high courts. No application was made to legally challenge the Local Plan and the challenge period has since expired.</p> <p>The revised National Planning Policy Framework makes clear the Local Plan should be reviewed every five years. We will need to consider the implications of the revised housing need methodology when it is published in January /February 2019.</p> <p>The five year housing land supply remains healthy in the short term, and land south of Chesterton will play an increasing role in the medium to long term.</p>	James Brain

Priority 2: Protect and enhance the local environment whilst supporting economic growth

Task	Status	Progress	Assigned to
<p>Adopt and implement the Community Infrastructure Levy jointly with West Oxfordshire District Council by 6th April 2019</p>	<p>On Target</p>	<p>The Cotswold District Community Infrastructure Levy Draft Charging Schedule (CIL) was approved at Special Council on 3rd August 2018. The Levy will be charged from 1 April 2019.</p> <p>Methods has been appointed to undertake a business process analysis to establish how to implement CIL across the partner Councils as both Cotswold District Council and West Oxfordshire District Council will implement the CIL; while Forest of Dean District Council is still to make a decision as to whether to adopt the levy.</p> <p>Planning Minister Kit Malthouse has recently announced that he expects to announce changes to CIL and the S106 framework before Christmas. We will need to consider implications of a revised CIL on our work.</p>	<p>James Brain</p>
<p>Review service options for the future Cotswold waste service, in preparation for the renewal of the fleet in 2019, including consultation on service design by the end of December 2018</p>	<p>On Target</p>	<p>We have undertaken two consultations to gather views on the future waste/recycling service for the District and County. There was a three week public consultation in July 2018, and Members and for Town and Parish Councils attended workshops in August.</p> <p>We have procured Resource Futures to carry out modelling of the service options which have now been costed by Ubico. Following financial scrutiny, we will be presenting the options to Cabinet in November and then to Full council in December 2018.</p>	<p>Claire Locke</p>
<p>Work to progress the Brewery Court developer led scheme for a cinema and retail scheme over the next three years</p>	<p>On Target</p>	<p>Legal agreements have been prepared for the transaction to cover the disposal of the Council land as part of the site assembly and secure the completion of the development works.</p> <p>The developer has discharged the pre-commencement of the planning conditions, and carried out the necessary works to implement the planning permission. We are continuing to have discussions with the developer to progress this project in respect of some amendments he wants to make to the scheme.</p>	<p>Christine Cushway/Frank Wilson</p>

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Priority 2: Protect and enhance the local environment whilst supporting economic growth

Task	Status	Progress	Assigned to
<p>Progress work on the Cirencester Town Centre Master Plan (Supplementary Planning Document) - complete consultation on the options for the Master Plan by the end of March 2019</p>	<p>On Target</p>	<p>In recognition of the emerging Local Plan's commitment to prepare a Supplementary Planning Document (SPD) for Cirencester Town Centre, Cabinet recently requested officers to begin work on drafting a master plan for Cirencester Town Centre.</p> <p>The District Council recently approved the Town Council's application to designate Cirencester as a Neighbourhood Plan area. A Memorandum of Understanding has been drafted to establish how both Councils will support and deliver their separate but complementary plans.</p> <p>We have drafted a communications strategy to support and explain the 'Cirencester Futures' brand, and there are plans to launch the brand at a conference or event in January 2019. The event will focus on the health of the high street and key stakeholders, retailers and businesses will be invited to attend and participate in the event.</p> <p>Several technical studies are underway, for example a review of the conservation area, surveys of local businesses and shoppers in the town, and the initial scoping of masterplan (preparation for issues and options consultation in 2019).</p> <p>The Local Plan Programme Board has agreed to meet monthly to monitor progress on this top task.</p>	<p>James Brain</p>

Priority 2: Protect and enhance the local environment whilst supporting economic growth

Task	Status	Progress	Assigned to
<p>Work to address Cirencester's car parking needs, by pursuing a range of solutions including the provision of a decked car park at the Waterloo site and permit parking at the Cirencester Rugby Club by the end of March 2019</p>	<p>On Target</p>	<p>Independent consultants reviewed the available options for increasing the capacity of our car parks, and concluded that development of the Waterloo car park would be the best option. In February 2017, Council agreed to award funding, procure an architect and prepare an application for a decked car park at the Waterloo.</p> <p>In October 2017, Council approved the additional funding to enable the Royal Institute of British Architects (RIBA) to be appointed to undertake a two-stage procurement for an Architect, and will also include a design competition.</p> <p>Following agreement from Cabinet in July 2018, we appointed specialist parking consultants to prepare the internal operational design of the decked car park before commencing a procurement to appoint an architect for the external design and construction of the car park. A Screening Opinion for the Environmental Impact Assessment has been commissioned to identify whether an EIA is required and scoping will then be undertaken to ensure all necessary work is included to provide a comprehensive assessment.</p> <p>We have secured the Rugby Club for decant parking during the construction phase of the Waterloo development and permit parking thereafter. Designs have been drawn up showing the car park layout, and traffic studies were undertaken in July prior to the school holidays. We have now submitted the pre-app. The legal lease documentation is currently being finalised between the parties.</p> <p>The Old Memorial Hospital site is being progressed to provide additional parking in the short term and a pre-app has been submitted for the demolition of the hospital building. Bat surveys have been conducted and screening is being designed to account for the visual impact on the area once the building is removed.</p>	<p>Claire Locke</p>

Priority 3: Champion issues which are important to local people and that will enable them to benefit from good health and well being

Task	Status	Progress	Assigned to
<p>Participate in Gloucestershire County Council's Fastershire initiative to improve the roll-out of high speed broadband to all parts of the District , including hard to reach areas, by the end of this Strategy</p>	<p>On Target</p>	<p>Fastershire received some additional funding from the European Agricultural Fund for Rural Development (EAFRD) to extend superfast broadband to those areas not currently in the plan for delivery under Phase 1 or Phase 2 of the Fastershire project.</p> <p>As a result of the EAFRD funding, Fastershire has signed contracts with a provider of fixed wireless access superfast service to 750 premises. If high levels of take up can be achieved on these networks, Voneus has expressed an intention to enable their upgrade to Fibre To The Premise (FTTP), which offers a more future-proof solution and broadband speeds of up to 1000 mbps</p> <p>Fastershire has also provided broadband grants to provide service to Northwick Park near Blockley in recent months.</p> <p>Thirty per cent of properties in the District now have a full fibre connection which places it 7th (out of 420) in the UK (the average is 3.8% full fibre).</p> <p>Fastershire believes that the long term profitability of these very marginal areas is the main issue for alternative providers, rather than the upfront cost of building the network, as it may cost more to service than it will generate, even if given 100% of the capital in subsidy.</p> <p>Fastershire is continuing contract discussions with other providers about further contract extensions which will mean that more premises will be included in the roll-out.</p> <p>The latest developments should take superfast coverage up to 98% of all premises in Cotswold District compared to the average UK coverage of 95.3%.</p>	<p>Frank Wilson</p>

Priority 3: Champion issues which are important to local people and that will enable them to benefit from good health and well being

Task	Status	Progress	Assigned to
<p>Deliver a minimum of 150 affordable homes in 2018/19</p>	<p>Achieved</p>	<p>At the six month mark, we have exceeded our target by delivering a total of 168 affordable homes in the District.</p> <p>We delivered 102 affordable units in Q2; a mixture of rented, shared ownership and discounted sale. The affordable units included homes for individuals, couples and families in Bourton-on-the Water, Moreton in Marsh, Mickleton, Fairford and Tetbury.</p> <p>In addition, during the quarter, the first tranche of affordable homes was delivered at the Cirencester Rd site in Tetbury, while sites at Bassett Rd, Northleach and the former SIAC/Matbro site in Tetbury completed their final delivery of affordable homes.</p>	<p>Anwen Hughes</p>
<p>Increase the number of electric vehicle charging points in the District for both public and council business use by the end of March 2019</p>	<p>On Target</p>	<p>The Climate Change Act 2008 set the UK a target of reducing its greenhouse gas emissions by 80% by 2050. One area that will help to meet this target is transport which accounts for around 25% of the UK's CO2 and other greenhouse gas emissions. Ultra Low Electric Vehicles (ULEVs), including electric, plug-in hybrid and hydrogen-powered cars, produce, on average, significantly less greenhouse gases than those running on petrol or diesel. Government policy indicates the take-up of electric vehicles will increase considerably year on year and the Council wishes to support this agenda by increasing the number of electric vehicle charging points.</p> <p>We have prepared the procurement documentation including specification. In July 2018, Cabinet made recommendations which were endorsed by Council to allocate funding for the preparation of a framework agreement for the Electric Vehicle Charging Point procurement. Call-in ended on 3rd August and Legal services have been requested to commission this work. An external law firm is preparing the legal documentation required for the procurement.</p>	<p>Claire Locke</p>

Priority 3: Champion issues which are important to local people and that will enable them to benefit from good health and well being

Task	Status	Progress	Assigned to
Support the improvement works to the Corinium Museum by the end of December 2019	On Target	<p>The Council has been awarded £635,000 by the Heritage Lottery to fund the Stone Age to Corinium project. The whole project cost is estimated to be over 1.2m with the balance being made up of contributions from other grant funders and fund raising.</p> <p>The project includes formation of new galleries at the Museum, and the creation of a Discovery Centre to be used for a variety of functions including learning, meetings and museum collections work.</p> <p>We are currently at the tender stage. Although there was a small delay in sending out the tender documents, this should not affect the overall time schedule. The project team is assessing the returned submissions; and there will be a report to Cabinet in November to consider the awarding of the contract. Subject to approval, we expect the appointed contractor to start on site in January 2019.</p>	Martin Holland